



**Report  
on  
Two-Day Training Programme cum Consultation on Development of  
Participatory  
District Disaster Management Plan (DDMP – Revision)  
Date: 29 & 30, July 2019**

Venue: Kerala State Disaster Management Authority (KSDMA), Thiruvananthapuram

Supported by:



## Background

The Kerala State Disaster Management Authority (KSDMA) in partnership with Sphere India and its members is implementing “Post Flood Coordination for System Strengthening in revision of DDMPs in seven priority districts of Kerala. The specific objective of the project is to strengthen Disaster Governance and System through participatory inclusive resilience planning processes at state, district and panchayat level. The project is of participatory in nature and ensures participation of different stakeholders in all phases of project execution to strengthen their institutional capacity. Stakeholders capacity will be enhanced by way of revising district disaster management plan, so that they manage disaster by themselves with hand holding support from the Government of Kerala.

The DDMPs revision process needs to be owned and coordinated by District Disaster Management Authority. It should be owned by all other stakeholders. DDMP preparation requires a planned and systematic approach towards understanding and analysing the facts and phenomenon associated with each disaster. It involves systematic observation and analysis of measures relating to disaster prevention and risk reduction, emergency response, recovery and development.

There were three primary objectives of the consultation workshop:-

- To familiarize with proposed DDMP revision process, templates and structure.
- To gain input on the proposed HVCA methodology, Resource inventory, check list, and Maps in DDMP revision process.
- To develop actions and time frame for DDMP revision process.

The main motive to this workshop is to find strategies, ways and measures to develop DDMPs through participation and involvement of different stakeholders. Involvement and participation of the district level DM practitioners will ensure a collective and coordinated action during DDMP revision.

The participants included Hazard Analysts from State Emergency Operation Centre, Hazard Analysts from District emergency operation centres, District Project Coordinators of Sphere India, District Programme

Officers of UNDP. Resource Persons included Mr. Vikranth Mahajan from Sphere India, Dr.. Sekhar L Kuriakose from KSDMA, Ms. Annie George (State coordinator, UNDP), Mr. Saikhom Kennedy from Sphere India, Mr. Joe John George (State Programme Officer, KSDMA), Hazard Analysts from State Emergency Operation



Centre; Praddep G.S, Ms. Anupama Gopal, Mr. Sathya Kumar C.J and Mr. Nithin Davis, Mr and Siji. M. Thankachan,( Section Officer, KSDMA).

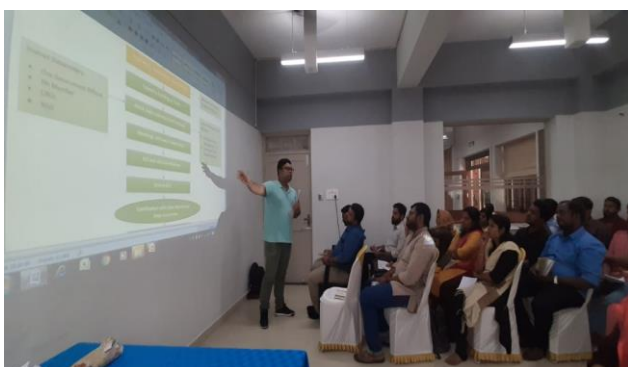
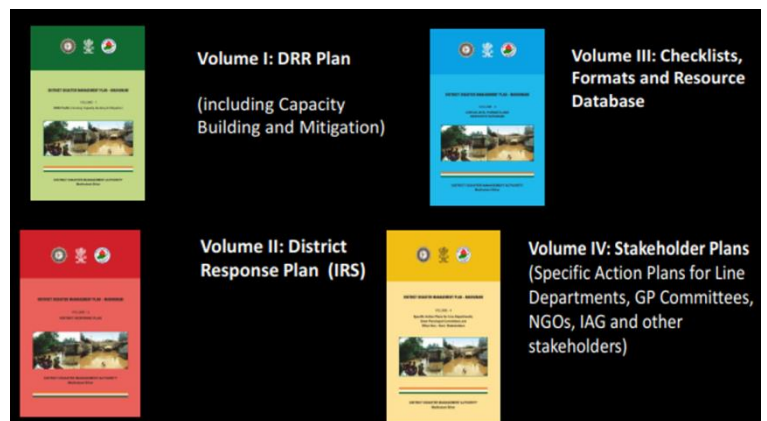
### Opening Remarks

The Opening Remark to the workshop was given by Dr. Sekhar L Kuriakose, Member Secretary, KSDMA. He welcomed the participants and presented a brief about KSDMA structure and activities, post flood initiatives and importance of DDMP revision. He also explained that in DDMP revision, initial phase is to create a Hazard susceptibility data base with the available data at district. A more consultative approach is needed to form a DDMP and the plans are to be rationalised using statistical data. DDMP must include actions plans for mitigations activities.

### Presentations and key discussions

#### Session I: Introduction to DDMP process, Presentation and discussion on ‘proposed DDMP template’, Existing gaps in present DDMP

Saikhom Kennedy; Sphere India, presented a brief overview of the document titled ‘Harmonised DDMP process’. The presentation focused on DDMP process and he indicated that DDMP should be made with an inclusive and participatory approach by using the learning’s of various stakeholders. A bottom-top approach is needed to be taken within the district i.e from the Block level to the District.



The discussion came up with chapters in new DDMPs , It to be Volume 1 DRR Plan, Volume II District Response Plan, Volume III Checklists, formats and resource database, Volume IV Stakeholder Plans

The presentation also concentrated on the following issues: Purpose, principle of DDMP process and roles and responsibilities of different stakeholders. There is need to develop district level strategies to deal with process steps. In the same presentation, different annexure were

defined; suggested stakeholder groups and suggested tool for mapping, HVCA data annexure, questionnaire for line departments, questionnaire for NGOs & other stakeholders, questionnaire for PRI, Risk Assessment Calculation, list of ESF .An overview of the suggested outline was also given.

### **Session II DDMP District wise desk review and report presentation (Group Exercise)**

Vijeesh. P , SPO, Sphere presented experiences from the desktop review of current DDMPs . The major focus was on the gaps in existing DDMP, He emphasized the need to identify local stakeholders for DDMP process and further added on the importance of Institutionalisation of IAG and Unified Response Strategy. Mr. Praveen S, DPC- Sphere India presented sample desk review with special reference to the DDMP Wayanad.

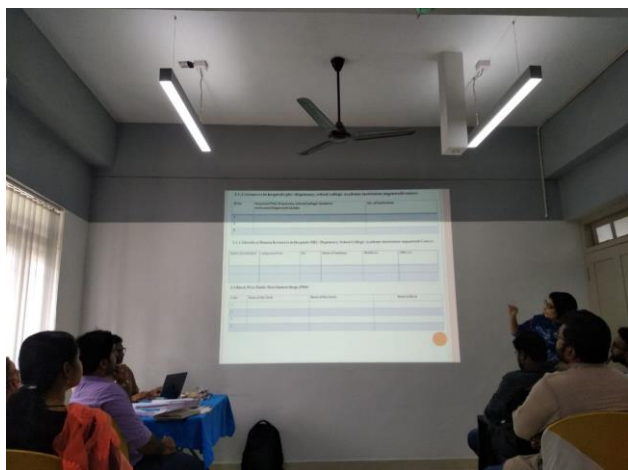
The discussions and questions involved was the importance of mainstreaming DRR. The plan must answer on how to mainstream DRR into the DDMPs. Ms. Asha Kiran, Hazard analyst, brought up 'Score Protocol' which is a DM aspect in the Wayanad district on how to approach the development activities for the next 20 years. The discussions also lead to few questions on how to bring IAG into sharing data for the DDMP. The session also spoke about the importance of identifying local stakeholders and their capacity building. Dr. Sekhar L Kuriakose said that dead body management and debris management has to be added as a part of the plan.

All the district representatives found the exercise very useful, with many participants from DEOC describing the exercise as an eye opener.

### **Session III : Resource inventory updation, IDR and data management and presentation**

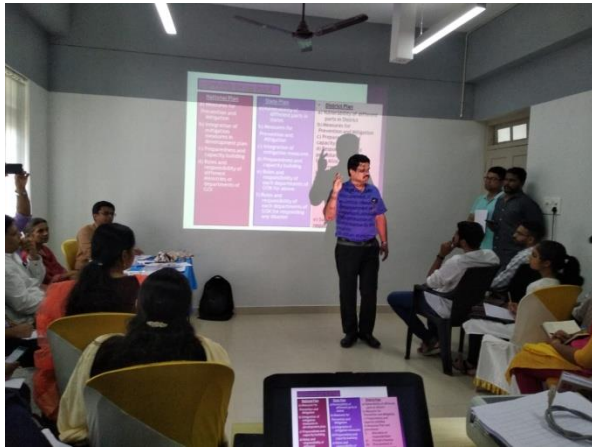
Ms. Anupama Gopal , Hazard Analyst, DEOC presented utility of database in disaster management , she explained details of checklists in proposed DDMP template. A total of forty eight tables were explained and

presented content and structure of India Disaster Resource Network (IDRN) and National Database for Emergency Management (NDEM), she highlighted the major features of NDEM and gave a demonstration of how to feed data in NDEM.



Smt. Valsasla Kumari IAS,(retired) emphasised the importance of keeping details of the CPR Professionals in district database. She also recommended inclusion of vulnerable people within the community like elderly, transgender, disabled, and Ashraya category. The suggestions by Dr. Shekar Kuriakose included

departmental Intervention where each and every department must be taken into consideration in order to get the exact data for the program.



#### **Session IV: Disaster Management Act 2005**

Mr. Siji. M. Thankachan, Section Officer, KSDMA presented the major features of Disaster Management Act 2005. The aim of the session was to compare the National, State and district plan in accordance with the DM Act and the various roles and responsibilities of NDMA, SDMA and DDMA. He strongly emphasised the need for develop plan on heat waves, festivals, lightning, soil piping for the DDMP.

#### **Session V: Incorporating Flood and Landslide 2018**

The agenda of this session was to add the Kerala floods and landslides 2018 into the DDMP. One Suggestion was physical interpretation of inundation maps on ground. The session was facilitated by Nithin Davis, Hazard Analyst, KSDMA . During this session he sheared an overview of the lessons learned from flood and landslide 2018. The presentation was followed by open discussion on the topics of: resource mobilisation, supply chain logistics, IRS workshops, report on best practices and stakeholder consultations.

#### **Session VI: Hazard, Vulnerability, Risk and Capacity Assessment**

Each sector lead gave a brief presentation on the HVCA in their sector. Highlights are as outlined below:

##### **Hazard**

In the proposed DDMP template, the annexure contains the details of the hazards exposed within the state. Information regarding the various exposures of hazards is explained in data format. Dr.Sekhar L Kuriakose emphasised the need for interdepartmental coordination for an incremental plan against the various hazard exposures .The entire process lead to discussion on;

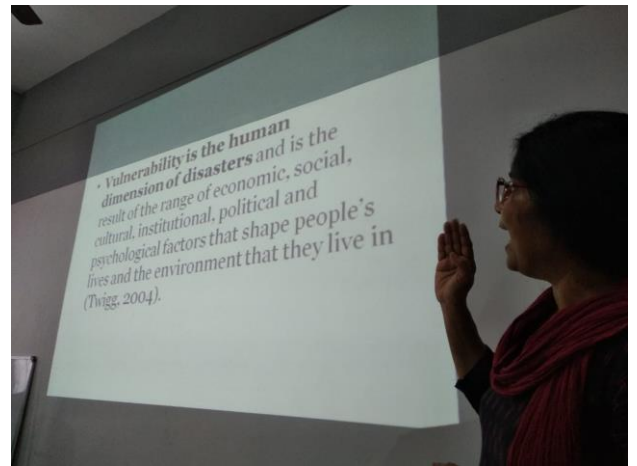
- Hazard susceptibility
- Exposure
- Data gaps
- Return Probability



**Dr.Sekhar L Kuriakose** highlighted the Steps for multi hazard risk assessment and Risk Assessment- further a semi quantification of risk assessment could be done at Village and Gram Panchayath level. The presentation concluded with an overview of the; Village Multi criteria evaluation, Child risk assessment and assessment of GP/ village – SDRF expenditure

**Ms. Annie George**, State coordinator, UNDP defined Multi- Dimensional Poverty Index, she noted MPI looks beyond income to understand how people experience poverty in multiple and simultaneous ways. It identifies how people are being left behind across three key dimensions: health, education and standard of

living, comprising 10 indicators. Vulnerability relates to a number of factors, including: Physical factors, Social factors, Economic factors, Environmental factors. In addition, vulnerability is determined by historical, political, cultural and institutional and natural resource processes that shape the social and environmental conditions people find themselves existing within. Owing to its different facets, there is no one single method for assessing vulnerability. Ideally, any assessment should adopt a holistic approach to assessing vulnerability.



The presentation was followed by open discussions on the topics of MPI indicators; nutrition, child mortality, years of schooling, school attendance, cooking fuel, sanitation, drinking water, electricity, housing and assists. It further discussed the source of data for various criteria's

### **Session VII: Updation of GIS maps (both general and hazards map) and images:**



During this session Sathya Kumar C.J, Hazard Analyst, KSDMA shared proposed list of maps to be included in the DDMP revision. The session discussed various subjects like Map layout and labeling, map making software's, goggle earth and GPS and data sources. He emphasised the need for maps like cyclone zonation map, critical Infrastructure Maps/ Lythology maps, risk and vulnerability maps , festival location maps, rainfall maps and GSI 2009 landslides.

### **Way forward**

**Dr.Sekhar L Kuriakose** highlighted next Steps to be taken up for DDMP revision in collaboration with Sphere India as below:

#### **1. Nomination of Nodal officer for disaster management in all line Departments**

- Letter to be sent from DDMA by first week of August. The chairperson of the DDMA should sign the letter and send from DDMA.
- The consolidated list of Nodal Officers shall be prepared by the Sphere India DPC.

#### **2. Desktop review of existing DDMP**

- The review of existing DDMP should be completed by DPC- Sphere India by first week of August

#### **3. Updating and verification of Resource inventory**

- The IDRN should be updated in each district. Hazard analyst is the responsible person and it shall be completed by or before third week of August.

- A Government Order is expected from the SDMA regarding facilitation of laptops for departmental heads in order to complete the data updation as a one or two day event.

#### **4. District level consultation**

- The consultation meeting with the selected nodal officers of the government departments regarding disaster management plan, its structure, process to be followed, timeline, stakeholder's roles and responsibilities etc.
- The Hazard Analysis Officers and DPC of Sphere India and shall organise the meeting by third and fourth week of August with active support from respective DDMA.

#### **5. Consultation with Civil society organisation**

- The consultation meeting with the Civil Society organisations of the district shall be conducted by the Sphere India DPC by or before 4<sup>th</sup> week of August with active support from respective DDMA.

#### **6. Hazards, vulnerability, Risk and capacity Analysis**

- The HVCA should be performed in each district. Hazard analyst is the responsible person and it shall be completed by or before first week of September.

#### **7. Mapping of Flood and Landslide 2018:**

- The Hazard Analysis Officers supported by DPC of Sphere India shall organise technical support from SEOC for this activity. And it shall be completed by or before second week of August.

#### **8. Stakeholder consultation workshop**

- Second Stakeholder consultation meeting shall be organised by the the Hazard Analysis Officers supported by Sphere India DPC by or before 5<sup>th</sup> week of August.

#### **9. Incorporation of HVRCA data**

- The Hazard analyst officers is the responsible person and it shall be completed by or before second week of September.

#### **10. Draft of revised DDMP:**

- The Hazard analyst officers and the DPC of Sphere India is the responsible person and it shall be completed by or before fourth week of September.

#### **11. Presentation of DDMP in front of DDMA**

- Hazard analyst is the responsible person and it shall be completed by or before first week of October

#### **12. Finalisation of DDMP**

- Hazard analyst is the responsible person and it shall be completed by or before second week of October supported by Sphere, DPC.

#### **13. Final Approval**

- Hazard analyst is the responsible person and it shall be completed by or before third week of October supported by Sphere, DPC.

ACTION POINTS		AUG					SEPT				OCT			
		W 1	W 2	W 3	W 4	W 5	W 1	W 2	W 3	W 4	W 1	W 2	W 3	W 4
<b>1</b>	<b>Revision of DDMPs in seven priority districts</b>													
1.1	Nomination of Nodal officer for disaster management in all line departments	x												
1.2	Desktop review of existing DDMP:	x												
1.3	Resource inventory <u>Updation</u> and verification:			x										
1.4	District level consultation:			x	x									
1.5	Consultation with Civil society organisation:				x									
1.6	Hazards, vulnerability, Risk and capacity Analysis:						x							
1.7	Mapping of Flood and Landslide 2018:		x											
1.8	Stakeholder consultation workshop:					x								
1.9	Incorporation of HVRCA data:							x						
1.10	Draft of revised DDMP:									x				
1.11	Presentation of DDMP in front of DDMA										x			
1.12	Finalisation of DDMP											x		
1.13	Final Approval												x	

The consultation concluded with Dr.Sekhar L Kuriakose thanking all participants and resource persons for their active participation and engagement.

#### List of participants with contact details

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